

Panther ID #: \_\_\_\_\_

### Criminal History Notice

Students are advised that the vast majority of agencies require a criminal background check prior to final approval for field placement. Students with certain criminal backgrounds may be ineligible for field placements due to Florida Statute (F.S.) Chapter 435, thus, impacting their ability to complete the social work program. The School of Social Work will *not* place any students with disqualifying offenses in any agency, regardless of agency policies. Furthermore, students are advised that Florida and most other states may restrict or deny social work licensure for persons with a felony conviction. Students with disqualifying offenses *must* have an exemption from the Florida Department of Children and Families by the due date for field applications in order to move forward in the field process.

If you have **any** criminal background, please see Prof. Jennifer Abeloff *before proceeding* with the social work program.

In signing this notice, you are acknowledging that you have read the Criminal History Notice and understand that you must seek advisement from Prof. Abeloff if you have any sort of criminal background before continuing with the social work program. *Failure to meet with Prof. Abeloff may result in dismissal from the program.*

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Notification on Internship Placement Hours and Own Agency Placement

Evening (after 5pm) and weekend placements are *extremely limited*. As a result, the Office of Field Education, if necessary, will hold a lottery for students needing such placements. Although every effort will be made to accommodate full-time working students, those students requesting such placements may be required to postpone practicum until such time as an evening or weekend placement becomes available or the student has daytime availability. The School of Social Work is under no obligation to provide such placements. Consequently, practicum placement cannot be guaranteed students who require evening and weekend placements even if a student has had to postpone previously.

***Additionally, all students must have at least 8 weekday, daytime hours available per week during their practicum experience*** and must be able to attend all agency-required daytime orientations and trainings as well as weekly daytime supervision.

The School will allow for students to be placed in agencies in which they are working on rare occasions and only if those placements meet the strict guidelines with which the agency and student must comply. In addition to the field application, students must also complete the *Employment Setting Internship Application* by the field application due date for that semester.

In signing this notice, you are acknowledging that you have read and understood the notification on internship placement hours and own agency placement.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date